

**CITY OF CLAYTON MISSOURI  
NON-UNIFORMED EMPLOYEES RETIREMENT FUND  
MEETING MINUTES OF THE BOARD OF TRUSTEES HELD  
May 12, 2014**

A meeting of the City of Clayton Board of Trustees of the Non-Uniformed Employees Retirement Fund was held on Monday, May 10, 2014 at 4:00 P.M. at the offices of Asset Consulting Group, 231 South Bemiston Avenue, 14<sup>th</sup> Floor, Clayton, MO 63105.

**1. CALL TO ORDER**

**2. ROLL CALL**

Roll call was taken and the following members were present:

Present                      Richard Hummell, Chairman  
                                     Alex Berger, Alderman  
                                     Joanne Boulton, Alderman  
                                     Kathy Brooks-Maness, Member Representative  
                                     Steve Singer, Citizen Representative

Also present:              Craig Owens, Clayton City Manager  
                                     Janet Watson, Director of Finance & Administration  
                                     Rita Smith, Recording Secretary  
                                     Haley Rives, Asset Consulting Group

Not present:                James Flynn, Member Representative  
                                     William Grayson, Citizen Representative

**3. APPROVAL OF MINUTES – February 10, 2014**

Chairman Hummell asked if there were any changes or questions regarding the minutes from the February 10, 2014 meeting and none were stated. A motion for approval of the minutes was made by Joanne Boulton and seconded by Alex Berger. The motion carried by voice vote.

**4. FINANCIAL ADVISOR- ASSET CONSULTING GROUP**

Haley Rives presented the Investment Performance Review for the period ending March 31, 2013. She also distributed updated market values through April 2014. The total portfolio value at the end of the quarter was \$13.6 million. Ms. Rives provided detailed information on the investment return of the most recent quarter and answered Board questions.

There was specific discussion regarding organizational changes at the Thornburg International Value Fund and the low performance of the fund. The result of the discussion was at the next meeting ACG will bring options for replacing Thornburg and the Board will make a decision on replacement at that time.

## **5. OLD BUSINESS**

### **Actuarial Services Provider**

Janet Watson presented a recommendation from the subcommittee, consisting of Trustee Aldermen Berger and Trustee Aldermen Boulton and herself, for the choice of an actuary. A Request for Proposals was issued and there were five respondents. The committee reviewed the proposals and interviewed five firms. Buck Consultants is recommended as the most suitable for the plan due to depth of actuaries, quality review processes, knowledge of upcoming industry changes regarding governmental plans, pricing, and client communication and services. The contract will also include issuing benefit statements to plan members.

A recommendation was made to accept Buck Consultants as the actuary for the plan. A motion was made by Joanne Boulton and seconded by Steve Singer. Motion carried by voice vote.

### **Trustee and City Administrative Responsibilities**

Janet Watson discussed a recommendation related to the administrative duties of the plan and the responsibility for approval of the Plan investment policy. A comparison between this Plan, the Uniformed Plan, along with a recommendation for change was presented. Ms. Watson stated the staff recommendation was for the Board of Aldermen to be responsible for approving the investment policy and that the administrative duties listed be delegated to the City as administrator. There was general discussion regarding these changes.

A motion to approve both recommendations was made by Joanne Boulton and seconded by Alex Berger. After some discussion a motion to amend to vote only on transferring the responsibility to the Board of Aldermen for approval of the investment policy was made by Joanne Boulton and seconded by Alex Berger. The amendment passed by voice vote. The amended motion passed by voice vote with 4 yes votes and 1 no vote.

The Board requested Ms. Watson bring specific wording to the next meeting for approval regarding the administrative responsibilities of the plan.

## **6. NEW BUSINESS**

Ms. Watson announced that the MAPERS conference will be held on July 9 – 11, 2014 and all trustees are encouraged to attend.

Chairman Hummell stated he believed his Board term may be ending. Other members stated their understanding was there were no term limits for the pension boards. This will be verified prior to the next meeting.

## **7. ADJOURNMENT**

There being no further business, the Board adjourned the meeting at 5:18 p.m.

Respectfully Submitted,

Rita Smith, Recording Secretary

Richard Hummell II, Chairman